

## Job Title **Directorate and team** Regional Fundraiser This role sits in the Community & Events Team in the Fundraising Directorate Key focus of the role Department To increase the contributions of individuals, groups and companies by developing and maintaining relationships with existing supporters, whilst exploring new fundraising opportunities from various sources and **Fundraising** inspiring new supporters to raise money Directorate **Kev deliverables** Meet income and expenditure targets Forge collaborative relationships to raise awareness of the charity's Community & Partnerships & Individual Giving work, aims and goals **Events** Philanthropy Support the management team in implementing the Community Fundraising Strategy **Contractual information** Job and reporting Line Contract type: Permanent Hours: Full-time (35 hours) Salary Range: Band 6 Area Fundraising Key working relationships internal Manager The rest of Community and Events team, Regional Heads and wider Operations team, Volunteer Development team, Media team, Volunteers Regional Regional Regional Fundraiser -Fundraiser - South Fundraiser -Key working relationships external Central & East London Eastern Individual supporters, Organisations (corporates, schools, clubs and associations), Healthcare Professionals, Local Media, General Public,

Staff of other major charities



All jobs at Diabetes UK are based on our competency framework called the What-How Framework. In the following sections we've listed:

- the key activities you'll undertake (the What) and
- the skills, knowledge, experience and behaviours you need to be successful in this role (the How).

When applying, focus on the bullet points that are **bold and marked with (S)** only. We will use these elements for shortlisting purposes.

## Key activities - What you need to do

Building external relationships	Communicating with others	Collaborating with colleagues	Managing and developing self
1. Manage supporter relationships with a value of £1k+ to maximise potential for income growth and other opportunities	5. Tailor and write communications for a variety of audiences, including volunteers, corporates, schools	8. Participate in project groups and workstreams to ensure the Community Fundraising and organisational strategies are	12. Keep abreast of community and events sector trends and successes
2. Participate in cross-charity networking and working groups to ensure we are ahead of the curve and benefitting from	<ul><li>and community groups</li><li>6. Present to a variety of audiences both face-to-face and virtually</li></ul>	<ul><li>met</li><li>9. Form positive relationships with Regional and National teams to align planning and priorities for</li></ul>	<ul><li>13. Maintain knowledge of the latest charity law and fundraising regulations</li><li>14. Commit to continual self-</li></ul>
<ul><li>sector knowledge and trends</li><li>3. Be proactive in your region with fundraising approaches and opportunities as they arise</li></ul>	7. Provide an exceptional level of supporter care, resulting in long-term relationships with Diabetes UK	10. Work with the volunteer development team to support Local Groups with their fundraising, and engage	development and learning appropriate to the role
4. Communicate effectively via phone, email, mail, face-to-face and through digital channels i.e. social media		volunteers with fundraising activity  11. Collaborate with the events team to maximise opportunities to cross-promote fundraising activities and drive income	
		higher	



## Skills, knowledge, experience and behaviours – <u>How</u> you need to do it

When applying, focus on the bullet points that are **bold and marked with (S)** only. We will use these elements for shortlisting purposes.

<ol> <li>Influence community fundraising supporter's to increase income and lifetime value</li> <li>Seek solutions to improve a supporter's experience with Diabetes UK, always putting the supporter first</li> <li>Proactively develop relationships with local corporates and other organisations</li> <li>Use the database proactively to develop and manage supporter relationships</li> <li>Wange relationships through the most appropriate communication channel, to develop a mutual understanding</li> <li>Influence community fundraising special fundraising activity and hational teams to direct your regional fundraising activity and time appropriately, resulting in improved supporter acquisition and income growth</li> <li>Participate and volunteer for project workstreams for both the community fundraising team and organisation wide</li> <li>Suild a mutually-beneficial relationship with Regional and National teams to direct your regional fundraising activity and time appropriately, resulting in improved supporter acquisition and income growth</li> <li>Participate and volunteer for project workstreams for both the community fundraising team and organisation wide</li> <li>Support the events team with supporter stewardship (via telephone and digital channels) and event attendance</li> <li>Support the events team with supporter stewardship (via telephone and digital channels) and event attendance</li> <li>Support the events team with supporter stewardship (via telephone and digital channels) and event attendance</li> <li>Sharing in improved au propriate to doubt teams to direct your knowledge and vicuous and time appropriately, resulting in improved supporter acquisition and income growth</li> <li>Actively participate in Solutional teams to direct your knowledge and skills, including digital skills</li> <li>Manage relationships through the events team with supporter stewardship (via telephone and digital channels) and event attendance</li> <li>Sharing in provered</li></ol>